

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Monday, September 16, 2013**

**Oliver Administration Building**

### **Present**

**Subcommittee: Susan Rancourt, Chair, Marjorie McBride, and Paul Silva**

**School Committee, Administration and Staff: Karen Lynch, John Saviano (6:10 p.m.), Melinda Thies, Mario Andrade, Pauline Silva, Beth Hayes and George Simmons (6:22 p.m.)**

**Susan Rancourt, Chair, called the meeting to order at 6:07 PM.**

### **Approval of Minutes**

**MOTION: Paul S. made a motion to approve the July 8, 2013 and August 13, 2013 meeting minutes; seconded by Marj M. The motion passed unanimously.**

**The order of the meeting was reversed to accommodate George S.**

## **New Business**

### **FY13 Budget Update**

**Pauline S. reported that the field audit work for FY13 will conclude at the end of this week. She stated that the budget is on track. Pauline S. stated the budget expenditures for Misc. General Revenues and Medicaid are over budget by \$180,690. Pauline S. then reported that overall spending is under what was projected by \$2.7 million due to FY13 being prepared before the two CBAs were settled, specifically the healthcare portion. Pauline S. reported that the School Committee had committed \$2,400,000 to OPEB liability which will be allotted in \$800,000 increments for FY17, FY18 and FY19 at the June Budget/Facilities Subcommittee Meeting.**

**MOTION: Paul S. made a motion to move forward to a full School Committee vote the 2013-2014 balanced budget of \$53,684.642; seconded by Marj M. The motion passed unanimously.**

### **FY14 Budget Update**

**Pauline S. reported that all staff has been hired. She stated that the revised Base State Aid is \$2,916 less than the approved amount. Pauline S. reported that the Housing Aid was \$2,484 more than what was anticipated for a net reduction of \$432 from the amount approved by the Joint Finance Committee.**

**Paul S. asked if the District is on target with the budget. Pauline S. responded, “yes”.**

## **Old Business**

### **Meeting with Walter Report**

**Paul S. stated that he met with Walter months ago and Melinda T. has met with him as well. At that time, he was more than willing to look into grant funding for the MHHS field and watershed area, but that he couldn't begin to do so until the town pieces fell into place. Paul S. said that another meeting has been scheduled for the end of September or beginning of October. Susan R. suggested that Christy B. be a part of that discussion. Melinda T. recommended an administrator be present as well.**

**John S. asked if the District has access to professional grant writers. Pauline S. responded that there has been successful grant writing accomplished internally. John S. asked why the District is looking to the outside for grants rather than preparing one internally. Melinda T. responded that Walter has a great track record. Paul S. added that there weren't grants available to the Schools. Karen L. commented that there are many different pieces to these grants, town watershed areas, etc., and that the MHHS field is just one small piece. She added that Walter will be putting together several grants to achieve the desired outcome for the District. Melinda T. also added that these aren't grants to just "turf the field".**

### **MOA Between Town of Warren and Bristol Warren Regional School District Update**

Susan R. commented that at the last meeting it was reported communication would be maintained concerning the MOA between the Town of Warren and BWRSD. Pauline S. stated that Warren has a new Town Treasurer who she will be collaborating with. She sees this as a positive development. Pauline S. said that she will be talking with the Town Treasurer for an update on their new recycling program. Pauline S. closed by stating at this time of the year, there is not much going on with the field.

(George S. arrived at 6:22 p.m.)

### **Summer Projects**

George S. reported that the summer projects are about 85% complete. He stated that it was a monumental task and those who worked did an extremely good job. Paul S. asked what wasn't completed and when it would be finished. George S. replied those things that were not a priority such as painting the basketball court at Colt and Hugh Cole which can be done at a later time without impacting the students. George S. stated that those projects will be complete before the cold weather sets in. Karen L. asked why the high school is taking so long and how this project is doing budgetwise. George S. responded that all credits have not been solidified yet and there were some extra expenses. As a result, George S. did not want to comment on this until he had all the correct information. George S. reported that all the permeation grouting was finished by the third week of August. Paul S. asked if the "extras" were not anticipated.

**George S. responded using the example of the Athletic Director's office, once construction began, that was the best opportunity to redesign. He added that there were no big surprises with the additional work.**

### **KMS Glass Doors Update**

**Paul S. stated that moving forward with the construction of the glass doors is contingent upon a final decision by the Budget Subcommittee on the location and cost. George S. stated that the only decision made thus far was to use the aluminum framed store front design which is a considerable savings. Melinda T. asked Beth H. to speak from the perspective of an administrator who resides at KMS. Beth H. responded that as far as the daily functioning, it doesn't make a tremendous difference which way the wall faces. She added that she does not believe there would be a security breach related to the auditorium as those doors are always locked. Beth H. stated the bottom line is that it doesn't matter which side the wall is placed on. Melinda T. commented that in prior discussions, the doors couldn't be moved back to include the bathroom as there would be a structural problem. George S. added that including the bathroom would also create other issues such as not providing a girls room and/or having to provide a unisex bathroom which would come at a considerable cost.**

**Susan R. stated that she feels the whole idea is a bad one. She cited the fact that there are so many events that utilize the hallway. Susan**

R. added she feels this sends a very unwelcoming message to those who visit KMS. She believes that cameras, security people or staff could accomplish the same thing that the walls could. Susan R. added that she will not vote for this plan. Marj M. commented that she disagrees and believes it is important to assess the people entering the building. George S. stated that KMS is currently the only school in the District that does not have a retaining area. He added that he doesn't want to have on his conscience that he could have done something and didn't. Marj M. stated that she prefers the design recommended by the police. Karen L. commented that she prefers the other design. Paul S. feels that the placement of the doors should be the least obtrusive allowing for a larger foyer area, and still contain people. Susan R. asked how many visitors the secretaries do not recognize. Beth H. responded there are a lot of people that are not recognized.

**MOTION:** Marj M. made a motion to move forward to the full School Committee placement of the KMS entryway wall from East to West; Paul S. seconded.

**DISCUSSION:** Karen L. asked if the desk currently in the administrative office is too high to see those who come into the building. Beth H. responded that it is not possible to see over the desk and that monitors are used. Beth H. added that she is not sure changing the desk height would really make a difference due to other factors such as glare, etc.

**The motion passed with a 2-1 vote. Susan R. opposed.**

**Marj M. requested that a drawing of the design be part of the supporting documentation for Monday's meeting.**

**(Beth H. left the meeting at 6:45 p.m.)**

#### **MHHS Field & Annex Update**

**George S. stated he will be contacting the architect that the Town used recently to design a field. He visited that site. He also obtained plans from the Sewer Treatment Plant and from the Town.**

**(Mario A. left the meeting at 6:46 p.m.)**

**All agreed to add a Budget meeting to Monday night's schedule for 6:30 p.m. where the Guiteras Field Architecture Bid will be awarded. The architecture bid item will also be included on the full business meeting agenda as well.**

**(Mario A. returned to the meeting at 6:48 p.m.)**

**George S. is confident that tomorrow he will have a cost estimate from the architect. Marj. M. requested there be a cap dollar amount on the recommendation to the School Committee stating "not to exceed". Karen L. would like to see the design plan include**

**everything to the letter. Melinda T. commented that this architect has experience designing for several fields in Bristol.**

### **Future Agenda Items**

**The following items were suggested as future agenda items:**

- **Update on Picnic Tables**
- **Follow-up meeting with Walter Update**
- **RFP for KMS Doors (Action Item)**
- **Budget Timeline Presentation**
- **DECA Stipend (Action Item)**
- **Tutoring Proctor**

### **Next Meeting**

**Monday, October 21, 2013**

### **Adjournment:**

**MOTION: At 7:00 p.m. Paul S. made a motion to adjourn the meeting; Marj M. seconded. The motion passed unanimously.**

**kd**